

**WILLOW BROOK METROPOLITAN DISTRICT  
SPECIAL MEETING AGENDA**

<u>Board of Directors</u>	<u>Office:</u>	<u>Term Expiration</u>
Randy Lewis	President	May 2020
EJ Olbright	Vice President	May 2020
Mat Sherwood	Vice President	May 2022
Michael Good	Secretary	May 2020 (running 2-year 2020)
Steve Johnson	Treasurer	May 2020

**PLEASE NOTE DATE AND TIME**

**DATE: Friday, July 19, 2019**

**TIME: 3:30 PM**

**PLACE: The Gate House  
524 Ruby Road  
Silverthorne, Colorado**

**Dial-In Phone Number: 1-888-585-9008 Conference Room #883-668-404#**

Formal actions may be taken on one or more of the following items on the agenda.

- I. ADMINISTRATIVE MATTERS:
  - A. Call to Order
  - B. Present Disclosures of Potential Conflicts of Interest
  - C. Solicit Public Comment
  - D. Approval of Agenda
  - E. Review and Approve Minutes of the June 21 and July 2, 2019 Meetings (enclosures)
  - F. Discussion on Purchasing VOIP Phone for Conferencing
  - G. Meeting Protocol (enclosure)

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- II. CAPITAL PROJECTS:
  - A. Update Regarding 2019 Water System Improvement Project
  - B. Review Project Budget and Report (enclosure)
  - C. Discussion Regarding Locking the Gate

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III. OPERATIONS:

- A. Review and Discuss Engineer's Report About Recycled Asphalt vs. Road Base for Finishing Roads (enclosure)
  - B. Review and Discuss Engineer's Report About Implementation of Traffic Calming (enclosure)
  - C. Review and Consider Approval of Engineering Services Contract with Ten Mile Engineering for the 2020 Road Paving Project (enclosure)
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IV. FINANCIAL/ADMINISTRATIVE ITEMS:

- A. Consider Approval and Ratification and Approval of Claims (enclosure)
  - B. Review Financial Statements for the Period Ending June 30, 2019 and Cash Position Dated July 12, 2019 (enclosures)
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V. OPERATOR'S ITEMS:

- A. Water System Report (enclosures)
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VI. OTHER BUSINESS:

- A. Gate House Remodel Update
  - B. Review Look-Ahead Schedule (enclosure)
  - C. Discussion by the Barn Committee and Their Vision of the Barn
  - D. Review and Consider Approval of Snow Removal Policy (enclosure)
  - E. Continued Discussion Regarding November Election Deadlines
  - F. Weed Management Plan Grant and Approval (enclosure)
  - G. Discussion Regarding Cisterns
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VII. ADJOURNMENT:

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**SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE  
WILLOW BROOK METROPOLITAN DISTRICT  
WILL BE HELD ON AUGUST 16, 2019 AT 3:30 P.M.  
AT THE GATE HOUSE**

**Informational Enclosures:**

- (1) Pay Requisition No. 1**
- (2) RFP**

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***RUBY RANCH HOMEOWNERS' ASSOCIATION***

A regular meeting of the Board of Directors of the Ruby Ranch Homeowners' Association will be held at 2:30 p.m. before the Willow Brook Metropolitan District meeting at 3:30 p.m., assuming a quorum of the Board is obtained.

**AGENDA ITEMS:**

- 1. Call to Order
- 2. Approval of Minutes
- 3. Financial Matters
- 4. Committee Reports
- 5. Adjournment